



ENVIRONMENTAL & REGULATORY SERVICES DIVISION
PECFA BUREAU
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<http://www.commerce.state.wi.us>
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Jim Doyle, Governor
Cory L. Nettles, Secretary

Wisconsin Department of Commerce Bureau of PECFA

Bid Document

SECTION 1 - Scope of Work:

The Bureau of PECFA is seeking competitive bids to perform remedial action services on a petroleum release from a regulated petroleum product storage tank system. This bid is through a specified work scope. The site upon which bids are being solicited is:

Bid Round Number: 35
Comm Number: 54642-0295-04-A
BRRTS Number: 03-27-101350
Site Name: Melrose Oil & Fuel Gas Station
Site Address: 104 W Hogg St Melrose WI

Project Manager: Eileen Kramer
Project Manager address: PO Box 4001 Eau Claire WI 54702-4001
Project Manager phone: 715-839-3824
Project Manager e-mail address eileen.kramer@dnr.state.wi.us

Bid Announcement Date	12/27/2004
Questions or requests for information must be submitted in writing and received by:	1/10/2005 4:00 PM
Responses to the questions will be posted (and if requested, sent in writing) by:	1/28/2005
Bid End Date and Time:	2/11/2005 by Noon

The case file including report(s) and other pertinent information upon which bids are being sought, and the qualified bid response, when determined, are available for inspection at:

Department of Natural Resources, 1300 W Clairemont, Eau Claire WI

Please contact the project manager listed above for an appointment.

Copies of report(s) and other pertinent information may be available for purchase at the location listed below. If pertinent information is not available, please contact the project manager.

SECTION 2 – Site-Specific Bid Specification Requirements:

A) Project Manager Comments

1) General Comments:

There is a small office building on the site that will remain. The property owner has been bailing small amounts of petroleum product from MW-1 and containerizing it. The consultant will be responsible for handling and proper disposal of this product.

Ethylene dibromide (EDB) and 1,2 dichloroethane (1,2 DCA) (additives to leaded gasoline) have been observed on the site. When calculating a bid amount consultants should take into account the low detection limit required to demonstrate compliance with the NR140 enforcement standard for EDB.

Determination of the lowest cost bid will be based on the total bid amount (including closure-related costs). However, since the closure costs are contingent on whether MW-2 is abandoned and/or whether closure will be available at the conclusion of the work scope, the initial cost cap will be established for only work up to the closure related activities. A cap modification will be provided by Commerce using the bid closure-related costs, if closure is available following the work scope defined by this bid.

The WDNR anticipates that a deed restriction will be needed on the source property to require investigation and possible remediation in the future if the existing building is removed.

To reduce photocopy costs, laboratory reports are not included in the materials at Quality Quick Print. They are available upon request from the WDNR project manager.

2) The following Environmental Factor(s) were identified in the Site Investigation Report for this site:

- ☐ Documented expansion of the plume margin.
- ☐ Verified contaminant concentrations in a private or public potable well that exceeds the preventive action limit established under ch. 160, Stats..
- ☐ Contamination within bedrock or within 1 meter of bedrock.
- ☒ Petroleum product that is not in the dissolved phase is present with a thickness of .01 feet or more, and verified by more than one sampling event.
- ☐ Documented contamination discharges to a surface water or wetland.

3) Minimum Remedial Requirements:

The up-gradient monitoring well (MW-2) located in the parking lot of a neighboring property has been paved over. A requirement of closure will be the location (using a metal detector), exhumation and proper abandonment of the monitoring well. The consultant will be responsible for obtaining access permission. The consultant chosen for the work under this bid will attempt to abandon MW-2 during the excavation activity so a backhoe will be available to remove the asphalt cover. If it is not possible to locate MW-2, then a deed affidavit for the neighbor property will be necessary. On page three of the bid response, bidders shall provide a contingency cost amount for abandonment of MW-2 prior to conditional closure. If the well can not be found, the line item cost for the well abandonment will be deducted from the cost cap established by this bid. All bidders shall also provide a separate line item closure related cost on page 3 of the bid response for drafting and filing an off-source property deed affidavit (in the event MW-2 can not be located).

Excavate soil to adequately address the direct contact threat at the site. Include all excavation-related costs including, but not necessarily limited to, hauling, disposal or treatment, and replacement clean fill. Replacement fill must be compacted such that infiltration rates do not increase. See map for outline of area that WDNR considers to require excavation. For bid purposes, bidders shall provide a total cost to dispose of 250 tons of soil from the area defined on the figure shown on the bidding web site, and provide a per ton (commodities only) contingency cost for disposal of tonnage greater than 250. The per ton cost will be used to adjust the bid cap amount in the event significantly more or less soil is disposed.

Please note: the scale annotation (1"=80 feet) on the figure shown on the web site is not correct since the figure has been enlarged from the original base map provided in the February 3, 2004 REI Site Update Report.

During excavation, all necessary procedures shall be implemented to preserve MW-1. Hand tools only shall be used during work next to MW-1, the well shall be protected during backfilling, reconstructed, and the well cover reset.

Post-excavation soil sampling should be conducted in accordance with DNR guidance (samples collected every 20-25'), with the exception that no bottom sample on the west side of the building is necessary. In addition, sidewall soil confirmation samples do not need to be collected from the east or west sidewalls (the GP-1 and GP-5 results are sufficient).

Groundwater sampling to demonstrate attenuation of the groundwater plume, including the portion of the plume observed in the far down-gradient wells. Sampling should be quarterly for one year, and should include the following parameters: All wells; groundwater elevation and product thickness, and dissolved oxygen and ORP measured in the field with a down-hole instrument or flow through cell; MW-1 (when product is not observed), MW-7, and MW-10, for VOCs and dissolved lead. Fourth round only, PZ-1, MW-5, MW-7, MW-8 and MW-9 for PVOCs including naphthalene and dissolved lead.

Bidders should take into account the low detection limits needed to demonstrate compliance with the enforcement standard for EDB. EPA Method #504 can usually provide adequate detection/quantitative limits. Bidders should check with their laboratories.

Free product should be recovered quarterly. Bid to include disposal for product and product/water mixture, including that collected by the owner and the previous consultant, (quantity of less than 5 gallons).

After four quarterly rounds, a letter report with results shall be submitted to the WDNR project manager (and copied to Commerce). The letter report shall include a recommendation concerning whether closure is available or not. If the WDNR project manager concurs, Commerce will provide a cost cap modification for the bid closure related costs and then the consultant shall prepare and submit a case closeout request to WDNR. A separate cost for closeout, including but not limited to, a complete closeout request, (integrating data acquired during previous phases of investigation), implementation of necessary deed instruments, notifications, well abandonments, and waste disposal. This shall be itemized as a separate cost on page one of the bid response.

The successful bid will be the bid with the lowest combined cost for the specified scope of work and closeout. However, the initial cost cap will be for costs up to and including the letter report submittal.

All work and reporting is to be performed in accordance with administrative code, especially NR140, NR141, the NR700 series, and WDNR guidance.

Bidders shall provide line item costs for the activities listed above in the table provided on the 3rd Page of the Bid Response. If a completed 3rd page is not included with the Bid Response, the Bid Response will be determined to be non-responsive. The winning bidder will not be allowed to move costs between the scope of work items without prior Commerce approval.

B) Bidder's Strategy for Remedial Action

- 1) Identify the remedial strategy for a specified work scope.
- 2) Specifically describe what element of your proposed strategy will address the environmental factors/risk factors listed above. Also describe how, when, and why it will address them.
- 3) Provide a detailed description of the work to be performed. The description shall provide sufficient detail to establish that the proposed strategy will be successful in achieving a specified work scope identified above.
 - a) The detailed description may include, but is not limited to the following:
 - Technologies
 - Estimated years of operation
 - Estimated tons of soil
 - Approximate geometry/depth of excavation
 - Reporting details
 - Estimated years of monitoring
 - Frequency of sampling/number of wells/parameters
- 4) Specifically describe how you will address off-site contamination, if applicable.

- 5) Specifically describe how you will address any direct contact hazards, if applicable.

SECTION 3 - Conditions of Bid:

The successful bidder will be the entity that complies with all provisions of the bid specification and provides the lowest total cost, excluding interest and claim preparation costs, for the site-specific bid specification requirements described in Section 2. PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional control and notices as required under §NR 726 Wis. Admin. Code. In preparing the bid, the bidder must assume compliance with all applicable codes, including but not limited to §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The successful bidder will be determined based upon conformance to and competitiveness under the bid protocol. The first determination will be whether the bidder has complied with all provisions of the bid. These bids will be considered responsive. From the responsive bids, the lowest total cost bid with an approvable approach to a specified work scope will be determined. Claim preparation costs will not be a part of the cost cap established by this bid. These costs (\$500 maximum per claim submittal) are still eligible for PECFA reimbursement and Commerce encourages timely claim submittals at appropriate milestones. Therefore, bidding consultants should not include claim preparation costs in their bid responses.

The successful bid will be available to be viewed at the location identified in Section 1. If two or more bidders tie in the cost comparison, the bid with the lowest consulting cost will be used as the tiebreaker. All bid documents must be signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin Department of Regulation and Licensing.

The Department reserves the right to reject any and all bids that meet any of the following conditions:

- The Department believes the remedial strategy is not appropriate to a specific geologic setting.
- From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

The name of the successful bidder, bid amount, proposed outcome and supporting documentation will be provided to the site claimant along with instructions to inform the PECFA program in writing of their intent to either:

- Use the lowest identified bidder or
- Use another service provider.

In either case, PECFA reimbursement is capped at the dollar amount of the successful bid.

A successful bid does not mean or guarantee that all costs in a resultant claim are eligible, reasonable, necessary or reimbursable under the PECFA program.

If a bidder fails to comply with a bid provision the bid response will be determined to be non-responsive. If the bid response is responsive, but not the lowest cost service provider with an appropriate approach, it will be determined to be “non-successful.” Non-responsive and non-successful bidders will not be individually informed of their failure to achieve compliance with the bid specifications or to be the lowest bidder.

The successful bidder may be required to provide input to, and attend a meeting with the PECFA program and the claimant to explain the bid and the remedial approach.

Appeals, by bidders, of decisions regarding complying bids or costs are not allowed, as they do not constitute claimant reimbursement decisions under the PECFA program.

In compliance with this invitation to bid and subject to all conditions thereof, the signatory agrees to the following:

- If the signatory's bid is determined to be successful, the signatory must, within 15 days of the Department's notification, contact the claimant and confirm that they will provide the remedial services at the cost described within the Bid Response.
- That for a period of 90 days, starting with the Department's notification to the claimant, the signatory will hold firm their commitment to provide the remedial services and prices set forth in the Bid Response.

Failure to abide with the conditions stated above may result in exclusion from future PECFA Public Bidding events.

Questions, answers and interpretations will be considered an amendment of this solicitation. All answers and interpretations shall be in writing from the Program Manager identified in Section 1 of this solicitation. Neither the program nor the Department shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date. After the date by which questions must be submitted by, identified in Section 1, no further questions will be addressed.

A written response will be provided at: <http://www.commerce.state.wi.us/ER/ER-PECFA-SiteBidding.html> (and mailed to all requesters of the bid package who are not able to access the web site, and who therefore request written correspondence from the program contact).

SECTION 4 - Closure Specifications – If Applicable:

A bid submitted must provide the total cost, excluding interest but including all closure costs, for the remediation up to approval as a closed remedial action status identified below:

Unrestricted Closure
Closure with a NR 140 exemption
Closure with GIS Registry*
Closure with deed notice*
Closure with deed restriction*
Closure with NR 720.19 soil standards

Performance based NR 720.19 closure
Closure with site-specific conditions
Closure under NR 726.07
Closure under Comm 46/NR 746
Mass reduction

* **Note:** *PECFA funding under s. 101.143, Stats., will terminate when the responsible agency determines that institutional controls and notices, if utilized, would achieve a closed remedial status. PECFA funding will terminate regardless of whether the responsible party or other properties accept an institutional controls and notices as required under NR 726. PECFA eligible costs may include all closure costs, up to approval as a closed remedial action (i.e. monitoring well abandonment) that are otherwise eligible for reimbursement.*

If the PECFA maximum award for the site/occurrence is not believed to be adequate to remediate the site/occurrence to a closed or no further remedial action status, that belief must be specifically noted in the bid and the remedial effort that will be achieved by the bid amount. For the purpose of the competitive bid the contaminant mass is determined to be: **Not Applicable**. The basis for specifying the progress shall be contaminant mass reduction and be based upon the mass reduction at the following points on the site:

Not Applicable

If the site is reasonably expected to exceed its cap under the PECFA program, bidders may propose mass reduction, the lowest bidder will be determined on the basis of a cost per mass reduction ratio. If some bidders propose mass reduction and others propose costs to bring the site to a closed remedial action or no further action status, selection will be from those bidders proposing a closed or no further action result.

SECTION 5 - Instructions to Bidders:

By submission of a bid, bidder agrees that during the period following issuance of this solicitation and prior to notification of successful bidder, bidders shall not discuss the bid or bid process except with the program contact designated in this solicitation. Bidders shall not discuss or attempt to negotiate with the claimant, other potential bidders or program staff any aspects of the bid without prior approval of the Project Manager specified. Infractions will result in rejection of the violator's bid and may also result in disqualification of the individual to provide bids and a formal complaint being lodged with the Department of Regulation and Licensing.

The bid submitted shall address all the site specific bid specification requirements identified in Section 2. The bid shall support in detail the strategy to achieve a specified work scope, or remedial mass reduction goal if applicable. A full remedial action plan is not required as part of the bid submittal. A full remedial action plan may be requested by the program.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Project Manager. If the Project Manager is not able to arrange site access, this fact will not delay the bid process or negate the comparison and potential selection from among the bids that are submitted. All costs associated with a site visit or preparation of a bid will be the responsibility of the bidder.

The Bid Process must conform to the following:

1. If applicable, the closed remedial or no further action status to be achieved must be stated using the options available from the list provided in Section 4.
2. Indicate in the Bid Response a contaminant mass reduction proposal if the PECFA maximum award is not believed to be adequate to remediate the site/occurrence.
3. The Bid Response shall address all the site specific bid specification requirements identified in Section 2 and shall support in sufficient detail and succinctly the remedial strategy.
4. The total cost (in dollars) to accomplish the stated remedial goal, including all fees, reporting cost, pre and post closure costs and costs for establishing restrictions or institutional controls but, excluding claim preparation costs, interest, and investigation costs.
5. The costs specified in #4 shall separately identify consulting (non-commodity) costs.
6. The submittal must include an original and two (2) copies of the Bid Response documents signed and sealed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. Include the appropriate registration number of the professional license.
7. Bids can not be "faxed" directly to the program. Documents received by fax will not be accepted or considered.
8. Bids, amendments thereto or withdrawal requests must be received by the time advertised for bid opening. It is the bidder's sole responsibility to insure that these documents are received by the contact at the time indicated in this solicitation document.
9. All specifications or descriptive papers provided with the bid submission must include the bidder's telephone number and Commerce number thereon. Identify the name of the consulting firm on the 1st Page of the Bid Response.
10. The Commerce Number must be on the outside of the envelope in which the bid is submitted. The Department assumes no responsibility for unmarked or improperly marked envelopes. All envelopes received showing a bid number will be placed directly under locked security until the date and time of opening. Include only one Bid Response (an original and two (2) copies) per envelope.
11. Correction of errors on the bid form: All prices and notations shall be printed in ink, typewritten or computer printed. Errors shall be crossed out, corrections entered and initialed by the person signing the bid. Erasures or use of correction fluid will be cause for rejection. No bid shall be altered or amended after the time specified for the bid end date.
12. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid Ending Date.
13. Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the Department with jurisdiction (Natural Resources or Commerce).

14. From the standpoint of program operations or regulatory responsibility, the Department determines it is in the best interest of the program to not accept any or all bids.
15. If bidders consider the bid response to be proprietary information and exempt from disclosure, each part of the Bid Response must clearly marked *CONFIDENTIAL*. If any part is designated as confidential, there must be attached to that part an explanation of how the information is proprietary. The Department reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the State, Department or its agents for its determination in this regard.
16. The Bid Response must be appropriate to the site geologic setting.
17. Ambiguous bids, which are uncertain as to cost, time or compliance with this solicitation, will be rejected.
18. The Department reserves the right to reject any and all bids, and/or to cancel this solicitation at any time.
19. Each bidder shall fully acquaint itself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this solicitation. The failure or omission of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
20. All amendments to and interpretations of this solicitation shall be in writing from the Project Manager. Neither the Department nor the program shall be legally bound by any amendment or interpretation that is not in writing.
21. This solicitation is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The solicitation may or may not be changed but a review of such notification will be made prior to award.

BID RESPONSE
(1st Page)

Department of Commerce PECFA Program

SITE NAME: Melrose Oil & Fuel Gas
Station
COMMERCE NUMBER: 54642-0295-04
BRRTS NUMBER: 03-27-101350

Submit Bid To: Cathy Voges
Department of Commerce PECFA Program
201 W Washington Ave, Madison WI 53703-2790 or
P.O. Box 8044, Madison WI 53708-8044

Bidder Company: _____
Bidder Address: _____

Telephone: () - _____
Fax Number: () - _____
e-mail Address: _____

Bidder: (check one that applies):

_____ Professional Engineer	_____ License #
_____ Professional Geologist	_____ License #
_____ Hydrologist	_____ License #
_____ Soil Scientist	_____ License #

Seal

Signature: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Print Name: _____

Title: _____

Total Bid Cost \$ _____

Total Consulting Cost (subpart of Total Bid) \$ _____

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

BID RESPONSE

(2nd Page)

Department of Commerce PECFA Program

SITE NAME:	Melrose Oil & Fuel Gas Station
COMMERCE NUMBER:	54642-0295-04
BRRTS NUMBER:	03-27-101350

Consulting Firm phone number () ____ - ____

This response must address all of the site-specific specifications identified in Section 2, and shall support in detail the remedial strategy. Attach additional pages if necessary. *The Commerce Number and Consulting Firm telephone number must be included on all additional pages.* The pages of each Bid Response must be ***stapled*** together. No paper clips or spiral bindings please.

BID RESPONSE

(3rd Page)

Department of Commerce PECFA Program

SITE NAME: Melrose Oil & Fuel Gasoline Station

COMMERCE NUMBER: 54642-0295-04

BRRTS NUMBER: 03-27-101350

Consulting Firm phone number () ____-____

A bid will be considered to be non-responsive if the bid response does not include separate tabulation of costs as indicated below.

Conduct excavation to dispose of 250 ton of contaminated soil for direct contact risk (including, but not limited to excavation, hauling, disposal, well preservation of MW-1, backfill, confirmation sampling) \$ _____

Attempt to locate off-property monitoring wells at MW-2 as specified, collect four rounds of quarterly groundwater monitoring as specified, quarterly free product abatement (if necessary), waste disposal, and letter report of results. \$ _____

Abandon MW-2, if located \$ _____

Contingency: Draft off-property deed instrument for lack of well abandonment at MW-2 \$ _____

Contingency: All closure-related costs (including, but not limited to GIS and well abandonment costs) \$ _____

Total Bid Amount (sum) → also include on Page 1 of bid response \$ _____

Contingency unit cost: commodity cost for excavation and disposal of additional soil (\$/ton) _____